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ARKANSAS DEPARTMENT OF HEALTH
COSMETOLOGY SECTION
COSMETOLOGY TECHNICAL ADVISORY COMMITTEE

BE IT REMEMBERED that on Monday, the 21st day
of September 2015, the meeting of the Arkansas Department
of Health, Cosmetology Section, Cosmetology Technical
Advisory Committee was held, at 9:00 a.m., at the
Arkansas Department of Health, Freeway Medical Building,
Suite 801, Little Rock, Pulaski County, Arkansas.

TECHNICAL ADVISORY COMMITTEE:

- Tonya Boydstun
- Carla Jones
- Trish Anderson, Secretary
- Jessica Peck, Vice-Chair
- Margie Russ
- Angela Jackson, Chair
- Nghia Pham (not present)

REPORTED BY:

SUSAN B. WHITSON, CCR
Arkansas Supreme Court Certificate No. 158
9810 Woodland Drive
Mabelvale, Arkansas 72103
(501) 455-1170
WhitsonCCR@aol.com

1 APPEARANCES:

2 ON BEHALF OF THE COMMITTEE:

3 ELIZABETH PITMAN, ESQ.

4 STAFF MEMBERS PRESENT:

5 KELLI KERSEY - Section Chief

TERI PREACHERS - Administrative Specialist

6 TERRIE NASH

AMANDA WEEKS, Exam Coordinator

7

8 INSPECTORS PRESENT:

9 LAVONNE LESTER

VERA WOOD

10 SONDRA JONES

11 PUBLIC PRESENT:

12 Alan Anderson

Jenita Hughes

13 Scottie Burchett

Sarah Lieblong

14 Chelsea Garcia

Gayla Raglan

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16 COURT REPORTER:

17 Susan B. Whitson, CCR

Arkansas Supreme Court Certificate No. 158

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1 The meeting was opened by Ms. Pitman with:
2 Everybody like's Kelli's new haircut.

3 Present are CTAC members Angela Jackson,
4 Margie Russ, Tonya Boydstun, Trish Anderson,
5 Carla Johns, Jessica Peck. Absent was CTAC
6 member Nghia Pham.

7 Also present are staff members: Kelli
8 Kersey, Teri Preachers, Terrie Nash, Amanda
9 Weeks, Lavonne Lester, Vera Wood, Sondra Jones.

10 Elizabeth Pitman, General Counsel,
11 Arkansas Department of Health, on behalf of the
12 Committee.

13 Motion was made by Jessica Peck, second by
14 Trish Anderson, to nominate Angela Jackson as
15 Chair; unanimous vote.

16 Motion was made by Trish Anderson, second
17 by Tonya Boydstun, to nominate Jessica Peck as
18 Co-Chair; unanimous vote.

19 Motion was made by Tonya Boydstun, second
20 by Carla Jones, to nominate Trish Anderson as
21 Secretary; unanimous vote.

22 There was a request by Tonya Boydstun that
23 Elizabeth Pitman look into reimbursement of
24 state employees for serving on the CTAC.

25 Motion was made by Trish Anderson, second

1 by Jessica Peck, to authorize the stipend and
2 travel reimbursement for the CTAC Committee;
3 unanimous vote.

4 Motion was made by Jessica Peck, second by
5 Margie Russ, to approve the minutes from the
6 last meeting; unanimous vote.

7 Motion was made by Tonya Boydstun, second
8 by Jessica Peck, to the approve the paid
9 violations; unanimous vote.

10 The committee discussed the proposed new
11 rules and an email that was received suggesting
12 changes. The Committee discussed and agreed to
13 add definitions to the new rules; discussed and
14 agreed to add "and bar soap" to prohibited
15 items under hand washing facilities. The
16 committee discussed and agreed not to add
17 "closed" to the garbage and refuse section.

18 Under the section (b) (a) "disinfecting"
19 will replace the word "sanitizer". "EPA
20 registered" will be added to "disinfecting
21 solution." Also add the words, "Contact time
22 listed on the manufacturer's label must be
23 adhered to at all times to effectively destroy
24 pathogens."

25 The committee discussed and agreed to

1 include a section regarding communicable
2 disease, the wording to be drafted by
3 Ms. Pitman.

4 The committee discussed and agreed to
5 include the word "disinfected" rather than
6 "clean" to the section regarding treatment
7 tables. Also add a requirement to place clean
8 linens or disposable paper between client and
9 table before each service.

10 The committee discussed and agreed to
11 include the CIB language to the section
12 regarding Pedicure Spas.

13 The committee discussed and agreed to
14 change the section regarding used towels to
15 take out "discarded" and to include, "Used
16 towels must be properly cleaned and
17 disinfected."

18 The committee discussed and agreed the
19 following wording should be added, "supplies or
20 implements which cannot be disinfected shall be
21 disposed of in a waste receptacle immediately
22 after use." They also agreed to add the word
23 and definition of "porous" to the definitions
24 section.

25 The committee discussed and agreed the

1 following words will be added: "cleaned of
2 visible debris" after "shall be"; "EPA
3 registered" before "disinfecting solution", and
4 "spray or wipe" will be added after
5 "disinfecting solution."

6 The committee discussed and agreed the
7 following words will be added to the section
8 (23) Non-Electrical Instruments and Equipment,
9 "Disinfected items should be stored in a clean,
10 closed container."

11 The committee discussed and agreed the
12 words "EPA registered" will be added before
13 "disinfection solution" in the section
14 regarding Sterilizing Electrolysis Instruments.

15 The committee discussed and agreed to add
16 language to the rules regarding waxing
17 services, to include: "Wax pots must be kept
18 clean at all times, no sticks should be left on
19 or in wax pot at any time. Unused wax sticks
20 and strips should be stored in a clean, covered
21 container and no roll-on wax shall be
22 permitted. Each applicator may only be
23 submerged in product one time before being
24 disposed."

25 The committee discussed the third

1 violation for the same offense; the following
2 motion was made by Tonya Boydstun and seconded
3 by Angela Jackson: "Each licensee who receives
4 three or more violations of the same rule
5 within a three-year period shall take an online
6 health and safety course, take and pass the
7 Arkansas State law test, and pay proposed
8 penalties, within 30 days after notice. These
9 penalties shall not be imposed until after the
10 opportunity to be heard before the CTAC
11 committee."

12 Kelli Kersey updated the committee on
13 electronic inspections. "They're really close
14 to having them ready."

15 An inspector position opening and the
16 requirements of such position were discussed.

17 Ms. Pitman updated the committee, post
18 secondary rules were approved by the board of
19 health for final ruling, it now goes for
20 signature and should go into effect in October.

21 There was no public comment.

22 The meeting was adjourned.

23 (WHEREUPON, at 11:53 a.m., the
24 above-entitled proceedings were concluded.)

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3 CERTIFICATE

4 STATE OF ARKANSAS)

5 COUNTY OF PULASKI)

6 I, SUSAN B. WHITSON, Certified Court Reporter
7 and notary public in and for Pulaski County, State of
8 Arkansas, do hereby certify that the meeting of the
9 Arkansas Department of Health, Cosmetology Section,
10 Cosmetology Technical Advisory Commission, September 21,
11 2015, was taken by me in Stenotype and the minutes of the
12 meeting were reduced to computer-generated typewritten
13 form by me or under my direction and supervision, and
14 that the same is a true and correct reflection of the
15 proceedings that occurred, to the best of my knowledge
16 and ability.

17 I FURTHER CERTIFY that I am neither counsel
18 for, related to, nor employed by any of the parties to
19 the action in which these proceedings were taken; and,
20 further that I am not a relative or employee of any
21 attorney or counsel employed by the parties hereto, nor
22 financially interested, or otherwise, in the outcome of
23 this action; and that I have no contract with the
24 parties, attorneys, or persons with an interest in the
25 action that affects or has a substantial tendency to

1 affect impartiality, that requires me to relinquish
2 control of an original transcript or copies of the
3 transcript before it is certified and delivered to the
4 custodial attorney, or that requires me to provide any
5 service not made available to all parties to the action.

6 SIGNED AND SWORN this _____ day of

7 _____.

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14 SUSAN B. WHITSON, CCR, #158

15 NOTARY COMMISSION #12388076

16 NOTARY PUBLIC IN AND FOR

17 PULASKI COUNTY, ARKANSAS
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19 My Commission Expires: June 4, 2022.
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